

Numbered Memorandum RM 07-10: "NWM 08.2007 Proposed Changes to GRS 20 to Implement Media Neutrality"

If you have comments on the attached, please send them to Susie Jones (roxanne.jones@hq.doe.gov) by March 26, 2007.

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Office of the Chief Information Officer

cc: FYI ITC Council

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March 12, 2007

NWM 08.2007

MEMORANDUM TO FEDERAL AGENCY CONTACTS: Proposed changes to GRS 20 to implement media neutrality.

Two years ago, NARA proposed changes to General Records Schedule 20 expanding its coverage of input/source documents used to create electronic records, electronic records that replace previously scheduled hard copy records, and the documentation associated with electronic records.

After further analysis, we have modified our proposals considerably. Before we share the revised schedule with external stakeholders, we are disseminating it to agencies for review (see Attachment 1). To assist in this review, we have outlined the major changes we are proposing and how they compare with the provisions of GRS 20 currently in force (see Attachment 2).

We would appreciate your sending us any comments you may have no later than April 2, 2007. (Please send comments and any questions via email to laurence.brewer@nara.gov.) The GRS changes, with any comments incorporated, will then have to be published again in the Federal Register as a proposed schedule. After the Archivist of the United States approves the changes to the GRS, we will also issue new regulations that incorporate these changes and make all schedule items approved subsequent to the new regulations media neutral, unless the item explicitly limits the media to which it applies.

PAUL M. WESTER, JR.  
Director  
Modern Records Programs